

**WIRRAL COMMUNITY NHS TRUST
BOARD OF DIRECTORS MEETING**

Wednesday 3 September 2014 at 2.00pm
Duncan Room, Old Market House

AGENDA - PUBLIC

No	Time	Item	Action	Reference
1.		Patient Story – Podiatry, Community Nursing Service, Central Booking Service (Director of Quality and Nursing) (Pages 1 - 6)	To assure	WCT14/15-124
STATUTORY BUSINESS: (30 minutes)				
2.		Apologies for Absence		WCT14/15-125
3.		Invitation for Public Comments		WCT 14/15-126
4.		Chairman’s Announcements		WCT 14/15-127
5.		Declaration of Interests		WCT14/15-128
6.		Minutes of the Previous Meeting: • 4 August 2014 (Pages 7 - 16)	To approve	WCT14/15-129
7.		Matters Arising • 4 August 2014 (Pages 17 - 18)	To review progress	WCT14/15-130
8.		Chief Executive’s Report - August 2014 (Pages 19 - 22)	To assure	WCT14/15-131
9.		Committee Reports - August 2014 (Pages 23 - 26)	To note	WCT14/15-132
QUALITY GOVERNANCE: (50 minutes)				
10.	10 mins	Complaints and Concerns Report - July 2014 (Director of Quality and Nursing) (Pages 27 - 37)	To assure	WCT14/15-133
11.	10 mins	Safe Staffing Levels Report - August 2014 (Director of Quality and Nursing) (Pages 38 - 53)	To assure	WCT14/15-134
12.	5 mins	Quality Dashboard - August 2014 (Director of Quality and Nursing) (Pages 54 - 56)	To approve	WCT14/15-135
13.	15 mins	Annual Reports - Local Security Management Annual Report - Health and Safety Annual Report (Interim Director of Finance and Development) - Caldicott Guardian (Director of Quality and Nursing) (Pages 57 – 113)	To assure	WCT14/15-136
14.	10 mins	Assurance Reports – Quarter 1 - Infection Prevention and Control - Safeguarding (Director of Quality and Nursing) (Pages 114 – 128)	To assure	WCT14/15-137
STRATEGY: (15 minutes)				
15.	10 mins	Foundation Trust Programme Update (Trust Board Secretary) (Pages 129 - 132)	To assure	WCT14/15-138
16.	5 mins	Patient Safety Strategy 2014-2017 - ‘sign up to safety campaign’ (Director of Quality and Nursing) (Pages 133 - 165)	To approve	WCT14/15-139

BUSINESS & PERFORMANCE: (30 minutes)

17.	15 mins	Integrated Performance Report - Month 4 (July 2014) (Chief Executive) (Pages 166 - 199)	To note	WCT14/15-140
18.	5 mins	Annual Audit Letter (Interim Director of Finance and Development) (Pages 200 – 215)	to	WCT14/15-141
19.	5 mins	High Level Risk Report (Trust Board Secretary) (Pages 216 - 219)	To note	WCT14/15-142
20.	5 mins	Membership and Engagement Update (Trust Board Secretary) (Pages 220 - 223)	To note	WCT14/15-143

COMMITTEE REPORTS: (5 minutes)

21.		Quality & Governance Committee: <ul style="list-style-type: none">21 July 2014 (Pages 224 - 233)	To note	WCT14/15-144
22.		Education & Workforce Committee: <ul style="list-style-type: none">21 July 2014 (Pages 234 - 240)	To note	WCT14/15-145
23.		Finance & Performance Committee: <ul style="list-style-type: none">28 July 2014 (Pages 241 - 245)	To note	WCT14/15-146
24.		Clinical Forum <ul style="list-style-type: none">27 May 2014 (Pages 246 - 249)	To note	WCT14/15-147
25.		Staff Council: <ul style="list-style-type: none">19 June 2014 (Pages 250 - 259)	To note	WCT14/15-148

ITEMS FOR INFORMATION

26.		Any Other Business		WCT14/15-149
27.		Items for Risk Register		WCT14/15-150

Date and Time of Next Meeting:

The next Public Trust Board meeting will take place on **Wednesday 8 October** 2014 at 2.00pm